

CSA Workgroup Telecon Agenda

Roll Call:

- **Introduction: Course available and relevant**

Course Title: SEC407 – Introduction to Interface Management

Date: July 13 - 14, 2005

Time: 8am - 12pm

Location: BAE/Aerospace Bldg, 901 D Street, SW, Suite 800, BWI Conference Room, Washington, DC 20024

Instructor: Mike McVeigh

Registration Deadline: July 7th

Registration Instructions:

ATO EMPLOYEES & EMPLOYEES WITH USER ID AND PASSWORD:

- **Assignments**

- **Individual Work Activities: These activities should be completed by March 20th at the latest to allow us to meet a target of May 19th (anticipated time frame for next CM Workshop) with all other required documentation.**

Steve outlined the requisite steps in completing this task and asked the team if anything else needed to be considered. There was no additional input. The steps are as follows:

- a. Obtain data dictionary or SME information (need to determine data format and underlying database management software)
- b. Obtain access to the tool assigned
- c. Interface with tool to identify what data elements are available and develop a mini-guide on how to access the targeted system and the appropriate screen containing the data of interest.
- d. Identify the scope of system, i.e. standard systems only...standard and non-standard systems, ARTCCs only, TRACONs only, and targeted user, etc.
- e. Interface with system owner to detail any enhancements that may impact the database.

Steve then asked each individual to provide a date upon which it was anticipated that the work would be complete. The attached chart provides the dates established by each individual. Progress will be reported during each telecon.

Volunteer	System for Research	Steps Involved				
		Identify system scope	Obtain data dictionary or SME information	Obtain access to the tool assigned	Identify data elements available within tool and develop guide for access to same	Detail any enhancements that may impact the database
John Magruder	Harvest and LIS					12-29-05
Denise Dunlap	DOCCON					10-31-05
Win Battle	WebCM					3-28-05
Shobhana Kannan	NIMS					12-5-05
Steve Kalabokes	ProjectWise					11-15-05
Sriram Aravamudhan	RTP, AITS					11-15-05
Anka Ninemann	JAI					11-30-05
TBD	TechNet					TBD
Steven Kalabokes	FSEP					12-3-05
Anka Ninneman	FIAT					3-28-05

Denise Dunlap was asked if she could assume researching the TechNet. She deferred an answer to her customer. Steve agreed to contact her customer to determine if Denise is available to perform the required research.

Shobhana Konnan needed to know who the NIMS program manager is so that she could make contact. Steve said that he would find out and make contact and request access to NIMS and the individuals knowledgeable.

Steve then laid out the follow on steps leading to the development of IRDs and are listed as follows:

- **Team Activities:**

- a. Development of an MOA for CSA access to targeted system database
- b. Development of an IRD for each of the system interfaces
- c. Identify what data elements cannot be accommodated by existing systems.
- d. Identify possible avenues for collecting the missing data elements
- e. Develop cost estimates for developing new database tables/Portal or functionality within Web CM as necessary
- f. Develop final report and recommendations for achieving a CSA

The goal is to develop a set of IRDs with each targeted system providing useful information for the CSA and meeting the criteria outlined in the out-briefing given during the CM workshop in New Orleans. When all of the requirements documents and IRDs are complete, the information will be turned over to the Web CM program office for development in accordance with the direction provided via the AVA study. The Web CM will then determine how best to meet the requirement.

Attached below in the table is the set of data requirements agreed as being necessary for an effective CSA:

Item Configuration Identification	
Make	X
Model	X
FAA Type Number	X
Bar Code	X
Location identifier	X
Owner Service Unit (OPI, System owner)	X
Version Number (Software)	X
CI Description	X
CI Identifier	X
Serial Number	X
Contract Number	X
Acceptance Date (not installation date)	X
Commissioning Date	X
Inspection Date	X
Warranty Expiration Date	X
COTS	X
Maintenance Expiration Date	X
Maintenance Concept (CDLS, ICDLS, CMLS, ICMLS; organic)	X
Manufacturing Date	X
Outage Documentation (TechNet)	X
Actual Cost of Equipment	X
Actual Cost of Labor for Installation	X

Configuration Change	
Case File Number	X
NCP Number	X
Case File Origination Date	X
NCP Issuance Date	X
Title	X
Priority	X
Scope	X
CCD Adjudication Date	X
CCD Closure Date	X
Originator of CF	X
Originating Organization	X
<i>Withdrawal Date</i>	
Date Mod Installed	X
CCD Number	X
CCD Status	X
Estimated Cost	X
Actual Cost of Mod	X
Modkit Quantity	X
Date Audit Conducted	X
Date Audit Completed	X
Actions Open/Closed	X
Location of Audit	X
SSD Number	X
SSM Number	X
LEM Number	X
Configuration Documentation	
Document Number	X
Document Title	X
Revision Status	X
Revision Letter	X
Version Number	X
Type of Document	X
Revision Date	X
TI Manual(s)	X